

## Bureau of Professional Licensing

### Medicine FAQ

#### 1. How do I verify my Michigan MD or DO license to another state?

Effective January 1, 2009 the Michigan Boards of Medicine and Osteopathic Medicine and Surgery are participating in the VeriDoc electronic license verification system. Michigan licensed MDs and DOs who are applying for licensure in another state must contact VeriDoc at [www.veridoc.org](http://www.veridoc.org) to have their Michigan license verified. A fee will be charged for that verification. If you have questions about VeriDoc, please contact them at 701-319-6500.

#### 2. How long are the MD licenses issued for? Can I renew my license early? How will I know when I need to renew?

An initial license is valid until the next license expiration date of the profession unless the license is issued less than 120 days prior to the expiration date and then it will carry to the following year. After your first renewal, your license will be valid for 3 years.

You cannot renew your license early. Licensees will be mailed a renewal notification to their address on record approximately 90 days prior to the expiration date of the license. Remember to notify the Department in writing of any address change. It's a licensee's responsibility to renew his or her license on time. Failure to receive the renewal notification, or to notify the Department of an address change, does not exempt a licensee from renewing their license on time.

Licensees are required to renew their license(s) by using the online renewal system at [www.michigan.gov/elicense](http://www.michigan.gov/elicense) using a debit or credit card containing a MasterCard, Visa or Discover logo or by electronic check.

#### 3. I am a foreign medical school graduate. Do I have to submit the results of the ECFMG? If so, how would I do that?

Yes, it is a requirement of the State of Michigan to receive verification of having passed the Educational Commission for Foreign Medical Graduates (ECFMG). Verification of your ECFMG certificate must be electronically submitted directly to the Michigan Board of Medicine from ECFMG. Go to <http://www.ecfm.org/cvs/index.html> for information and instructions on how to apply for your ECFMG status report to be sent to the Michigan Board of Medicine.

#### **4. Can I apply by endorsement if I have a current license in Canada?**

You may apply by endorsement if you have an active license in Canada if you have been licensed for more than 10 years. You must send in your application and fee and have the Canadian licensing board send the Michigan Board the verification of your Canadian license.

If you have been licensed less than 10 years, you may still apply by endorsement, but you will have to submit the following:

1. Completed application and fee.
2. Verification of your Canadian license.
3. Score reports from Parts 1, 2, and 3 of the USMLE examinations or all parts of the LMCC examination.
4. Certification of successful completion of 2 years of post-graduate clinical training.
5. If you are a graduate of a medical school outside of Canada or the U.S., you must submit proof of ECFMG certification.

#### **5. If applying by endorsement, can I or the state in which I was originally licensed, send you my National exam scores?**

No, your national exam scores must be sent directly from the Federation of State Medical Boards (FSMB) to this office.

#### **6. How long does it take to process my application for either eligibility to take the USMLE Step 3 examination or for licensure?**

The processing time is anywhere from 6 to 8 weeks from the time we receive your application and fee. If all the required information is submitted, we will make you eligible to test or issue you a license during that time span. If everything is not here, we will send you a letter stating what requirements are still needed to complete your application file.

You can easily track your file by checking the [online checklist](#) using your customer number and instructions that you will receive approximately 3 weeks after receipt of your application.

#### **7. How many times can I take the USMLE Step 3?**

You have 5 years from your first attempt to pass the USMLE Step 3.

## 8. What licenses are available?

- **Doctor of Medicine** - This is a full license for a person qualified to engage in the practice of medicine.
- **Clinical Academic Limited Physician** - This is a license granted to a qualified individual to practice only in an academic institution and under the supervision of one or more fully licensed physicians.
- **Educational Limited Physician** - This is a license granted to a qualified individual to practice as a postgraduate student and requires the individual to confine their practice and training to a hospital or institution approved by the board for the training. The hospital or institution is responsible for the training.

## 9. How long will it take to get my license once I have passed USMLE Step 3?

If you have already submitted an application for full licensure and all required information has been received, once we receive notice that you passed the USMLE Step 3, it will take an additional 7 to 10 business days before we issue your full license.

## 10. I need to take USMLE Step 3. Can you send me a form for that?

We do not have USMLE Step 3 applications available in our office. You need to contact the Federation of State Medical Boards at 800-876-5396 or at [www.fsmb.org](http://www.fsmb.org) to obtain an application for the USMLE Step 3 examination.

You also need to complete the Michigan Board of Medicine USMLE application that is available on this website. This application, along with the fee and required documentation, must be on file with the Michigan Board of Medicine before you will be made eligible for the USMLE Step 3 examination.

## 11. What does ECFMG stand for? How do I contact them?

ECFMG stands for "Educational Commission for Foreign Medical Graduates". You can contact them directly by calling 215-386-5900 or online at [www.ecfm.org](http://www.ecfm.org).

## 12. I had 2 years of postgraduate training in Canada. Do I still need to submit proof of passing the ECFMG?

If you were educated in a foreign country other than Canada, and you have been licensed in Canada or the US for 10 years or more, you do not need to submit proof of passing the ECFMG.

However, if you have not held a license in Canada or the US for at least 10 years and you were educated in a foreign country, you must submit proof of ECFMG certification. The 2 years of postgraduate training that you completed in Canada will be acceptable for licensure.

**13. Do you accept the Fifth Pathway Certificate in place of the ECFMG?**

Yes, we do accept the Fifth Pathway program in place of the ECFMG.

**14. How can I obtain an Educational Limited license and how long can I have it?**

An Educational Limited license is usually obtained while you are in a residency program trying to obtain the hours needed for full licensure. You need to apply for this license by submitting an application, fee and meeting the requirements stated on the application. You can hold an educational limited license for a total of 6 years (initial application plus 5 renewals).

**15. Can I submit my credentials through the Federation Credentials Verification Service (FCVS)?**

We will accept the FCVS document for graduates of LCME accredited programs, but foreign graduates must verify their education on the Certification of Medical Education for Foreign Medical School Graduates form that is included in the application packet.

**16. I need to change my program on my Educational Limited license. How can I do that?**

You need to completely fill out a new Certificate of Appointment form included in the Educational Limited license application packet with the Director of Medical Education's signature, along with the processing fee of \$10.00 and submit to this office.

**17. Can I change my licensure status from an educational limited to a fully licensed MD during renewal time?**

No. You must file a new application for a full license. This cannot be handled through the renewal process.